

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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SECRETARY OF THE SENATE
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

2022 MAY 18 PM 4:50

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Center for Strategic and International Studies

Travel date(s): April 16 - 23, 2022

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$2,099 (flights) \$228 (local transportation)	\$1,270	\$ 489	\$114 (travel insurance) \$37 (Covid tests)
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6).* (Attach additional pages if necessary.):

The delegation participated in a number of events with Government of Singapore entities, private sector industries and national think-tanks and universities, Center for Strategic Futures (CSF) & Ministry of Defense (MINDEF), Center for Strategic Futures (CSF) & Urban Redevelopment Authority (URA), Ministry of Communications and Information, International Institute for Strategic Studies, Fairfield Chemical Carriers, Global Commission on the Stability of Cyberspace, Cyber Security Agency

FutureMap with Parag Khanna, Meta, Ministry of Foreign Affairs + Parliament, Ministry of Sustainability and the Environment (MSE) & National Environment Agency (NEA), Nanyang Technological University with Dylan Loh, Rajaratnam School of International Studies (RSIS) with Dr. Shashi Jayakumar, American Chamber of Congress & Economic Development Board, Institute of Policy Studies, National University of Singapore, National University of Singapore Futures Offices, National Volunteer and Philanthropy Center

5-16-22
(Date)

Elizabeth Banicki
(Printed name of traveler)

Elizabeth Banicki
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5-16-22
(Date)

Don Sulli
(Signature of Supervising Senator/Officer)

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in **SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Elizabeth (Liz) BanickiEmploying Office/Committee: Sen. Dan Sullivan (R-AK)Private Sponsor(s) (list all): Center for Strategic and International StudiesTravel date(s): April 16-23, 2022*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): Singapore

Explain how this trip is specifically connected to the traveler's official or representational duties:

Singapore is broadly recognized for its commitment to long-range trends assessment and planning. Over the course of seven days, participants will meet with foresight experts and practitioners with the key ministries in the Singapore government, Singapore's vibrant business community, and its premier research and academic institutions. As Sen. Sullivan's Senior Policy Advisor handling foreign relations and trade issues, Ms. Banicki will learn best practices on how to implement the tools of strategic foresight across her professional responsibilities and portfolios, including when advising Sen. Sullivan on related issues.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

3/22/2022
(Date)Elizabeth Banicki
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Dan Sullivan hereby authorize Elizabeth (Liz) Banicki
(Print Senator's Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

3/22/2022
(Date)Dan Sulli
(Signature of Supervising Senator Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Center for Strategic and International Studies
2. Description of the trip: Congressional staff will meet experts in the Singapore government, its vibrant business community, and with premier research institutions, to discuss foresight and long-term planning
3. Dates of travel: April 16 - 23, 2022
4. Place of travel: Singapore
5. Name and title of Senate invitees: see attached list
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The CSIS Congressional Foresight Initiative, co-led by Elizabeth Hoffman and Erol Yayboke, selected the destination for this trip, selected the invitees based on past engagement with the Initiative's programming, and assembled the itinerary of the trip to give staff insight into the many facets of strategic foresight.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

CSIS is a bipartisan, nonprofit policy research organization dedicated to advancing practical ideas to address the world's greatest challenges. The Congressional Foresight Initiative brings to Hill staff together to enhance their understanding of long-range trends and key global challenges affecting national security.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

Between 2013 and 2016 the CSIS Task Force on Women's and Family Health led eight separate delegations of Congressional staff to India, Myanmar, South Africa, Tanzania, Zambia, Senegal, Ghana, and Ethiopia. Separately, the Southeast Asia program led a delegation to Myanmar in May 2016.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Through topical briefing series participation and policy conferences, CSIS helps both members and staff engage the broader policy community. The Foresight Initiative in particular aims organizes staff-only events and scenario planning exercises to engage staff on issues of long-term planning.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$2,164 (flight to/from Singapore)	\$1,211 (5 nights in hotel)	\$450	\$333 (bus rental costs for local transport while in Singapore + travel to/from airport)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip is organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Singapore is widely recognized for its commitment to long-range trends assessment and planning. The aim of the trip is to provide travelers an opportunity to explore how foresight is incorporated in government

19. Name and location of hotel or other lodging facility:

The Westin Singapore
12 Marina View Asia Square Tower, 2, Singapore 018961

20. Reason(s) for selecting hotel or other lodging facility:

The hotel is in close proximity to most meeting locations (10 - 15 drive). It is also centrally located in the city with access to public transit options.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The sponsors of the trip have ensured that lodging and meals will remain below the maximum per diem rates outlined by the Federal Government for travel to Singapore.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Air travel will be roundtrip to and from Singapore in premium economy class (lowest class offered). In Singapore, participants will travel between business meetings with a rented private bus.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

none

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: Elizabeth Hoffman, Director of Congressional and Government Affairs

Name of Organization: Center for Strategic and International Studies

Address: 1616 Rhode Island Avenue NW Washington DC 20036

Telephone Number: 202-775-3186

Fax Number: 202-755-3199

E-mail Address: ehoffman@csis.org



CSIS CONGRESSIONAL

Foresight Initiative**Final Itinerary for Singapore Staff Delegation**

April 16-23, 2022

Saturday, April 16 (ET)	
6:00 – 7:14am	Flight from Reagan National Airport to Newark Liberty International Airport UA-SG862136 1 hour 14 minutes
10:25am	Depart Newark Liberty International Airport to Singapore Changi Airport Singapore Airlines SQ21 18 hours 45 minutes
Sunday, April 17 (SST)	
5:10pm	Land at Singapore Changi Airport
6:00 – 6:30pm	Travel from Airport to Hotel <i>Note: Bus from JNB Travel</i>
6:30pm	Check in to The Westin Singapore <i>Address: 12 Marina View Asia Square Tower, 2, Singapore 018961</i>
7:30 – 9:00pm	Welcome Dinner <i>Address: Newton Food Center, 500 Clemenceau Ave, Singapore 229495</i>
9:30pm – 8:30am (next day)	Executive Time
Monday, April 18	
8:45am	Depart from Lobby <i>Note: Bring passport</i>
9:30 – 10:30am	Center for Strategic Futures (CSF) and Ministry of Defense (MINDEF) <i>Address: 100 High Street, #03-01 The Treasury, Singapore 179434</i> <i>Participants:</i> - Jeanette Kwek, Head of CSF

	<ul style="list-style-type: none"> - Tiana Desker, Director of Strategic Futures & Emerging Technology in the Defense Policy Office - Seema Gail Parkash, Deputy Head of CSF - Jared Poon, Senior Assistant Director of CSF - Fuad Johari, Senior Foresight Analyst, CSF - Kenneth Poon, Foresight Analyst, CSF
10:30 – 11:30am	Center for Strategic Futures & Urban Redevelopment Authority <i>Address:</i> 100 High Street, #03-01 The Treasury, Singapore 179434 <i>Participants:</i> <ul style="list-style-type: none"> - Peter Ho, Senior Advisor for CSF and Chairman, URA - Karen Lee Pei Shan, Acting Director, Physical Planning Group, URA
12:00 – 1:30pm	Working Lunch with Fellows <i>Address:</i> Candlenut, 17a Dempsey Rd, Singapore 249676
2:00 – 3:30pm	Ministry of Communications and Information <i>Address:</i> 140 Hill Street, Singapore 179369 <i>Participants:</i> <ul style="list-style-type: none"> - Aaron Maniam, Deputy Secretary of Industry & Information - Gwenda Fong, Senior Director for Futures - Sharmini Johnson, Lead Strategist for Futures - Priya Pillay, Deputy Director, International Affairs Division
3:45 – 4:15pm	Executive Time <i>Note:</i> Bus will drop off at 1 Fullerton Road, Singapore 049213
4:30 – 5:30pm	FutureMap <i>Address:</i> 9 Battery Road, Room 15A, Singapore 049910 <i>Participant:</i> Parag Khanna, Founder and Managing Partner & Author of MOVE: The Forces Uprooting Us
6:30 – 8:00pm	Group Dinner <i>Address:</i> Lao Pa Sat Hawker Centre, 18 Raffles Quay, Singapore 048582
8:30pm – 8:15am (next day)	Executive Time
Tuesday, April 19	
8:30am	Depart from Lobby <i>Note:</i> Bring passport
9:30 – 11:00am	U.S. Embassy

	<p><i>Address:</i> 27 Napier Rd, Singapore 258508</p> <p><i>Notes:</i> Check in with passports, no electronics allowed</p> <p><i>Participants</i> from Economic and Political Sections, Defense Attaché Office, Treasury, Foreign Commercial Service, Development Finance Corporation, Dept of Homeland Security, and Public Affairs Section</p>
11:30am – 12:00pm	<p>Quick Working Lunch with Fellows</p> <p><i>Address:</i> 9 Straits View, Marina One West Tower, Singapore 018937</p>
12:30 – 2:00pm	<p>Site Visit: Meta</p> <p><i>Address:</i> 9 Straits View, #29-00, Marina One West Tower, Singapore 018937</p> <p><i>Participants:</i></p> <ul style="list-style-type: none"> - Simon Milner, Vice President for Public Policy for APAC - Clara Koh, Head of Public Policy for Singapore & ASEAN - Daniel Lim, Public Policy Manager for Singapore - Liza-Bart Dolan, Politics and Government Manager, Outreach
2:30 – 3:30pm	<p>Executive Time</p>
4:00 – 5:00pm	<p>Ministry of Foreign Affairs + Parliament</p> <p><i>Address:</i> 1 Sherwood Road, Singapore 248163</p> <p><i>Participants:</i></p> <ul style="list-style-type: none"> - Sim Ann, Senior Minister of State, Ministry of Foreign Affairs, and Ministry of National Development - Rachel Ong, MP for West Coast GRC, Chief Executive at ROHEI - Nadia Samdin, MP for Ang Mo Kio GRC, Counsel & Project Leader at Tri-Sector - Edward Chia, MP for Holland-Bukit Timah GRC, Founder of Arts for Us All (AFUA) - Desmond Lim, MFA Deputy Director for North America - Rochelle Yap, MFA Country Officer for North America
5:30 – 7:00pm	<p>Ministry of Sustainability and the Environment (MSE) and National Environment Agency</p> <p><i>Address:</i> 100 High Street, The Treasury, Level 3 Conference Room, Singapore 179434</p> <p><i>Participants:</i></p> <ul style="list-style-type: none"> - Calvin Han, Deputy Director, Energy & Climate Change Policy Division, MSE - Danielle Zheng (MSE), Deputy Director, Environmental Policy Division, MSE - Charissa Tang (PMO), Executive, National Environment Agency - Clare Chow, Senior Assistant Director, Environmental Policy Division, MSE

7:30pm – 8:00am (next day)	<ul style="list-style-type: none"> - Zhi Yuan Wong, Senior Assistant Director for Climate Mitigation, MSE Executive Time
Wednesday, April 20	
8:15am	Depart from Lobby
9:00 – 10:00am	Nanyang Technological University School of Social Sciences, Public Policy and Global Affairs <i>Address:</i> S. Rajaratnam School of International Studies (RSIS), Nanyang Technological University, Block S4, Keypoint, 50 Nanyang Avenue, Singapore 639798 <i>Participant:</i> Assistant Professor Dylan Loh, Public Policy and Global Affairs
10:00 – 11:00am	S. Rajaratnam School of International Studies (RSIS) Center of Excellence for National Security, Nanyang Technological University <i>Address:</i> S. Rajaratnam School of International Studies (RSIS) Cont. <i>Participants:</i> <ul style="list-style-type: none"> - Dr. Shashi Jayakumar, Head of Center of Excellence for National Security and Executive Coordinator of Future Issues and Technology - Benjamin Ang, Senior Fellow and Deputy Head of the Center for Excellence for National Security, Coordinator of Cyber and Homeland Defense Program - Manoj Harjani, Research Fellow for Future Issues and Technology
11:00 – 12:30pm	Working Lunch at Nanyang Technological University <i>Address:</i> S. Rajaratnam School of International Studies (RSIS) Cont. <i>Participants:</i> All from morning meetings
1:00 – 2:30pm	American Chamber of Congress & Economic Development Board <i>Address:</i> 1 Scotts Rd, #23-03 Shaw Centre, Singapore 228208 <i>Participants:</i> <ul style="list-style-type: none"> - Chan Ih Ming, Senior Vice President and Head, Business Environment; Senior Vice President and Head, Americas, Economic Development Board - Lee-Mey Goh, Director of Strategic Partnerships & Development - Jessica Cho, Head of External Affairs
3:00 – 4:30pm	Site Visit: Supertree Grove & Cloud Forest <i>Address:</i> 18 Marina Gardens Dr, Singapore 018953
5:00 – 6:30pm	Executive Time

7:00 – 8:30pm	Group Dinner <i>Address: Jumbo Seafood, Blk.1206 East Coast Parkway#01-07/08, East Coast Seafood Centre, Singapore 449883</i>
9:00pm – 8:00am (next day)	Executive Time
Thursday, April 21	
8:15am	Depart from Lobby
9:00 – 10:30am	Institute of Policy Studies, National University of Singapore <i>Address: Lee Kuan Yew School of Public Policy, 469C Bukit Timah Road, Manasseh Meyer Building, Seminar Room 2-1, Singapore 259772</i> <i>Participants:</i> <ul style="list-style-type: none"> - Gillian Koh, Deputy Director of IPS, Senior Research Fellow with Governance and Economy Division, IPS - Eddie Choo, Research Associate, Governance and Economy Division, IPS - Anie Febriastati, Associate Director for Executive Education Singapore futures at Lee Kuan Yew School of Public Policy, NUS
10:30 – 11:30am	National University of Singapore Futures Office <i>Address: Lee Kuan Yew School of Public Policy Cont.</i> <i>Participants:</i> <ul style="list-style-type: none"> - Adrian Kuah Wee Jin, Director of Futures Office - Terence Poon, Associate Director - Katrina Tan, Senior Associate Director, Futures Office - Christalle Tay, Analyst, Futures Office
12:00 – 12:30pm	Executive Time for Lunch
1:00 – 2:00pm	National Volunteer and Philanthropy Center <i>Address: 6 Eu Tong Sen Street, The Central, #04-88, Singapore 059817</i> <i>Participants:</i> <ul style="list-style-type: none"> - Melissa Kwee, CEO - Tony Soh, Deputy CEO - Fazlin Abdullah, Director of Knowledge & Insights - Ng Soek Mun, Director of Strategy & Policy - Gloria Arlini, Deputy Director of Strategy & Policy
2:30 – 3:00pm	Executive Time
3:30 – 5:00pm	International Institute for Strategic Studies <i>Address: 9 Raffles Place, #49-01 Republic Plaza, Singapore 048619</i>

5:15 – 6:15pm	<p>Participants:</p> <ul style="list-style-type: none"> - James Crabtree, Executive Director - Aaron Connelly, Director of Southeast Asia Program - Lynn Kuok, Senior Fellow for Asia-Pacific Security - Samir Puri, Senior Fellow in Urban Sec. & Hybrid Warfare <p>Fairfield Chemical Carriers <i>Address:</i> 8 Temasek Boulevard #19-01, Suntec Tower 3, Singapore 038988 <i>Participant:</i> Johan Halle, Senior Vice President and Global Chartering Manager</p>
6:15 – 6:45pm	Executive Time
7:00 – 8:30pm	<p>Working Dinner at Muthu's Curry <i>Address:</i> B1-109/177 Suntec Tower 3</p>
9:00pm – 9:00am (next day)	Executive Time
Friday, April 22	
9:30am	Depart from Lobby
10:00 – 11:30am	<p>Global Commission on the Stability of Cyberspace <i>Address:</i> 9 Battery Road, Room 15A, Singapore 049910 <i>Participant:</i> Boon Hui (Paul) Khoo, Advisor, GHSC; former Police Commissioner; former Interpol President</p>
12:00 – 1:00pm	Take Covid Test at Hotel
1:30 – 2:30pm	Executive Time
3:00 – 4:00pm	<p>Cyber Security Agency <i>Address:</i> 5 Maxwell Road Level 3, Tower Block, MND Complex, Singapore 069110 Participants:</p> <ul style="list-style-type: none"> - Gwenda Fong, Assistant Chief Executive for Policy and Corporate Development - Yik Jiawei, Director for Strategy and Planning - Christopher Anthony, Deputy Director, Critical Information Infrastructure Division
4:30 – 5:30pm	Executive Time to Pack and Check Out

5:45pm	Depart Hotel
6:15 – 8:15pm	Working Dinner <i>Address:</i> Tiffin Room at Raffles Hotel, 1 Beach Road, Singapore 189673 <i>Notes:</i> Street Food Festival Menu; Leave directly for airport
8:15 – 8:45pm	Travel from Dinner to Airport
11:35pm	Depart Singapore Changi Airport for Newark Liberty International Airport Singapore Airlines SQ22 18 hours 25 minutes
Saturday, April 23 (ET)	
6:00am	Land at Newark Liberty International Airport Arrive: Terminal B
9:30am – 10:56am	Flight from Newark Liberty International Airport for Reagan National Airport UA-SG862136 1 hour 26 minutes Depart: Terminal C & Arrive: Terminal B

CSIS Congressional Foresight Delegation to Singapore – U.S. Senate Invitees

- Liz Banicki, Senior Policy Advisor, Senator Dan Sullivan (R-AK)
- Ryan Pettit, Senior Advisor for National Security, Senator Patty Murray (D-WA)
- Jon Green, Defense Policy Advisor, Senator Jeanne Shaheen (D-NH)

March 11, 2022

Elizabeth Banicki
The Office of Senator Dan Sullivan
United States Senate
302 Hart Senate Office Building
Washington, DC 20510

Dear Ms. Banicki

Over the past year you have distinguished yourself as a thoughtful and engaged member of our inaugural cohort of CSIS Congressional Foresight Initiative fellows. As a part of the program, we are organizing a delegation to Singapore this spring and would like to formally invite you to join us.

Over the course of seven days, we will meet with foresight experts and practitioners with the key ministries in the Singapore government, the vibrant business community, and with premier research and academic institutions. We will depart Washington, D.C. on Friday, April 15th (arriving on Sunday, April 17th) and depart on Friday, April 22nd (returning on Saturday, April 23rd). We are consulting with the House and Senate Ethics Committees in planning this trip to ensure that our plans meet the necessary requirements. Similarly, we are working with the U.S. Embassy in Singapore and Singapore Embassy in Washington to track and meet all Covid-19 protocols and requirements. This trip will be paid for and organized by CSIS, which is a nonprofit, 501(c)(3) organization and as such does not employ lobbyists.

This is a bipartisan delegation of Congressional staff from both the Senate and House. The objective of this capstone trip is to build on the Congressional Foresight Initiative's programming over the past year, in order to enhance your understanding of long-range trends, key changes in the global environment affecting U.S. and international security, and tools and best practices of strategic foresight.

We hope that you are able to join us for what will surely be an enriching professional experience. Please contact Madeline Clough (MClough@csis.org) if you are able to travel with us and submit this letter, along with itinerary and necessary disclosure forms to your ethics committee **no later than Wednesday, March 16th, 2022**. Please find attached the necessary documents to obtain approval from your offices and your relevant Ethics Committee. We will contact you soon regarding next steps and provide additional information as we get closer to the departure date.

Sincerely,



Elizabeth Hoffman
Director, Congressional & Government Affairs
Co-lead, Congressional Foresight Initiative



Erol Yayboke
Director, Project on Fragility and Mobility
Co-lead, Congressional Foresight Initiative